



## WASHINGTON COUNTY BOARD OF SUPERVISORS

County Municipal Center  
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### CLERK OF THE BOARD

Debra R. Prehoda

### ARGYLE

Robert A. Henke, Chairman

### GRANVILLE

Matthew Hicks, Vice Chairman

### CAMBRIDGE

Cassie Fedler

### DRESDEN

George D. Gang

### EASTON

Daniel B. Shaw

### FORT ANN

Richard F. Moore

### FORT EDWARD

Mitchell Suprenant

### GREENWICH

Sara Idleman

### HAMPTON

David O'Brien

### HARTFORD

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### HEBRON

Brian Campbell

### JACKSON

Jay B. Skellie

### KINGSBURY

Dana Hogan

### PUTNAM

John R. LaPointe

### SALEM

Seth M. Pitts

### WHITE CREEK

Robert E. Shay

### WHITEHALL

George Armstrong

### \*\*\*FOR INFORMATION ONLY – NOT A LEGAL NOTICE\*\*\*

### MEMO

TO: Chairman of the Board  
Members of the Personnel Committee:  
Supervisors LaPointe, O'Brien, Shay, Suprenant, Pitts

FROM: Clerk of the Board

Chairman LaPointe has scheduled a **Personnel Committee** meeting for **Thursday, June 9, 2016 at 9:00 am** in the Board of Supervisors' Conference Room #1, B244A, 2<sup>nd</sup> Floor, County Office Building B, 383 Broadway, Fort Edward, New York.

### The Agenda is as follows:

1. Call to Order
2. Accept Minutes – May 12, 2016
3. Department Staffing Requests/Staffing Pattern Changes:
  - A. Youth Bureau/Alternative Sentencing
    - 1.) Alternative Sentencing Program Assistant – Recommended Grade 9 – New Position  
Replacing Alternative Sentencing Program Aide on Staffing Pattern
  - B. Sheriff
    - 1.) Deputy Sheriff – New Position/Staffing Pattern Change
  - C. DSS
    - 1.) Caseworker – Backfill
    - 2.) Social Welfare Examiner (3) - Backfill
  - D. Public Health
    - 1.) Bookkeeper – Temporary – New Position/Staffing Pattern Change
    - 2.) WIC Program Nutritionist – Backfill
    - 3.) Senior Account Clerk – Anticipated Vacancy due to Upcoming Retirement – Backfill
    - 4.) Office Manager – Anticipated Vacancy due to Upcoming Retirement – Backfill
  - E. Public Defender
    - 1.) Amend Staffing Pattern – Legal Assistant- 35 hours/week to 40 hours/week
4. Personnel Department Report/Requests:
  - A. Request for Budget Amendment to Cover Cost of Employee Recognitions and CLIP Program Expenses
  - B. Health Insurance Open Enrollment Update
  - C. Safety Days – June 21 & 22, 2016
  - D. Police Officer/Deputy Sheriff Agilities Update
5. Other Business
6. Adjournment

\*\*\*\*Committee Members: Please notify this office if you are unable to attend.\*\*\*\*

DATE: June 3, 2016  
Fort Edward, New York